

FREQUENTLY ASKED QUESTIONS

How do I volunteer?

Fill out this application and return it to the Circulation desk. The Teen Volunteer Coordinator will review your application and contact you to schedule your hours.

How old do I have to be to volunteer?

You need to be between 12 and 18 years old to volunteer.

How many hours can I volunteer at one time?

Volunteers are usually scheduled to work 1-2 hours at a time. Longer shifts may be discussed and scheduled with the Teen Volunteer Coordinator.

What will I do when I volunteer?

Volunteers help us in a variety of ways, including straightening shelves, cleaning books, preparing materials for programs, and assisting with programs.

If you have any more questions about volunteering with the library, please contact the Teen Volunteer Coordinator.

Teen Volunteer Coordinator

Lauren Silva
lsilva@adalib.org
208-229-2665

EXPECTATIONS (please initial each)

Arrive on time

If you will be late or absent, please call the library to let us know.

Dress neatly and appropriately

Proper clothing for library work does not include such items as: flip-flop or beach style sandals; tank tops, spaghetti strap, or strapless tops; shorts; sweats or exercise wear; shirts or other clothing that have holes or carry messages of any kind, skin tight or revealing clothes.

Be courteous to patrons

Please refer all patron questions to a library staff member.

PARENT PERMISSION

Signature/Date

STAFF USE ONLY:
Scheduled for date(s):

Date contacted:

VOLUNTEER APPLICATION TEEN

Become a

Volunteer

*Gain work experience
Learn professional skills
Meet new people
Help your community*



ADA COMMUNITY
LIBRARY • adalib.org

HIDDEN SPRINGS BRANCH
LIBRARY

5868 W Hidden Springs Dr
Boise, ID 83714 • 208-229-2665

PERSONAL INFORMATION

Name

Phone

Email Address

May we text you?

Yes

No

School

Current Grade



EMERGENCY CONTACT INFO

Name

Phone

Relationship

AVAILABILITY

How many hours are you looking for?
By what date do these hours need to be completed?

Are you volunteering for community service or to work off fines?

Yes

No

List the times you are available within the library's open hours (ex: Monday from 1pm-2pm):

Monday:

Tuesday:

Wednesday:

Thursday:

Friday:

Saturday:

Why do you want to volunteer with us?

VOLUNTEERING FOR MORE THAN 10 HOURS? TELL US MORE ABOUT YOURSELF!

What skills are you looking to develop as a volunteer of the library?

What would you like to help us with?

- Helping out with programs
- Preparing programs
- Teen Advisory Committee
- Cleaning
- Shelving media
- Teaching computer skills

Please list any accommodations that the library may need to make in order to ensure your successful completion of volunteer tasks?

